

ATTACHMENT J -38 – REFERENCE INFORMATION SHEET

1. Complete Name of Reference (Government agency, commercial firm, or other organization)	
2. Complete Address of Reference	
3. Contract Number or other control number	4. Date of contract
5. Date work was begun	6. Date work was completed
7. Contract type, initial contract price, estimated cost and fee, or target cost and profit or fee	8. Final amount invoiced or amount invoiced to date
9a. Reference/Technical point of contact (name, title, address, telephone no. and email address)	9b. Reference/Contracting point of contact (name, title, address, telephone no. and email address)
10. Location of work (country, state or province, county, city)	
11. Current status of contract (choose one): <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Work continuing, on schedule Convenience <input type="checkbox"/> Work continuing, behind schedule <input type="checkbox"/> Work completed, no further action pending or underway <input type="checkbox"/> Work completed, routine administrative action pending or underway <input type="checkbox"/> Work completed, claims negotiations pending or underway <input type="checkbox"/> Work completed, litigation pending or underway </div> <div> <input type="checkbox"/> Terminated for <input type="checkbox"/> Terminated for Default <input type="checkbox"/> Other (explain) </div> </div>	

12. Provide brief information describing the success of your firm in furthering the policy of the United States to maximize practicable opportunities for small business concerns, HUBZone small business concerns, small business concerns owned and controlled by socially and economically disadvantaged individuals, and small business concerns owned and controlled by women to participate in this contract.

13. When contracting with firms described in part 12 above, describe what, if any, procedures your firm established to ensure timely payment of amounts due.

14a. Did this contract require a Small Business Subcontracting Plan pursuant to FAR 52.219-9? Yes ____, No ____.

14b. If "Yes" to 14a, have you regularly submitted SF 294/295 reports on time? Yes ____, No ____.

14c. Attach a copy of your most recently submitted SF 294.

15. Provide a summary description of contract work, not to exceed two pages in length. Describe the nature and scope of work, its relevancy to this contract, and a description of any problems encountered and your corrective actions. Attach the explanation to this form.